



HEADQUARTERS
COMBINED JOINT TASK FORCE SEVEN
BAGHDAD, IRAQ
APO AE 09302-1400

Policy Memorandum #13

CJTF7-CG

20 February 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Accident Reporting and Investigation

1. Timely reporting and proper accident investigation provides critical and key insights for accident prevention. I want commanders to aggressively report and investigate accidents in order to determine what happened, why it happened and what we can do to prevent it from happening again. By the book accident reporting and investigation prevents injury, saves lives and equipment, and ensures preservation of our combat power.

2. Commanders must understand that accident reporting is a separate action and is not accomplished by submission of an SIR or casualty report. I personally review and approve every Class A, B and aviation class C accident report. I expect commanders to be directly involved, ensuring the timeliness and accuracy of all accident reports. Effective immediately, all CJTF-7 organizations will comply with the following:

a. Accident Reporting – All CJTF-7 organizations will report accidental fatalities and major loss of equipment to the CJTF-7 Safety Office. Coalition forces will also report all accidents in accordance with appropriate service regulations of their nation. All notification reports and copies of accident reports will be provided to CJTF-7 Safety Office. All Army accidents will be reported IAW AR 385-40 through unit safety channels. US Army units will report all class A and B accidents and class C aviation accidents to CJTF-7 Safety Office immediately. CJTF-7 Safety Office will make all notifications to the United States Army Safety Center (USASC). All other accident reports will be IAW AR 385-40 and processed through CJTF-7 Safety Office.


b. Accident Investigation – Coalition forces will investigate accidents and process accident reports IAW appropriate service and regulations and forward completed copies of accident reports to the CJTF-7 Safety Office. All Army accidents will be investigated IAW AR and DA PAM 385-40. All class A and B accident investigation reports, as well as Aviation class C accident investigation reports will be processed so as to arrive at CJTF-7 Safety Office no later than 60 days after the accident. Class C and D ground accident investigation reports and class D, E, and F aviation accident investigation reports will be processed within timelines established in AR 385-40.

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c. CJTF-7 Safety Office Responsibility - CJTF-7 Safety Office will make all telephonic notifications to USASC, collect and process accident reports theater-wide, assist accident investigation boards with technical advise on accident reports and investigations, and coordinate out briefings for the CJTF-7 commander.

3. The Point of Contact for this memorandum is the CJTF-7 Safety Director at DSN 318-822-1429, or DVNT 550-2644.



RICARDO S. SANCHEZ
Lieutenant General, USA
Commanding

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